CALL TO ORDER

- ADOPTION OF MINUTES February 19, 2015
- SENIOR ASSISTANT VICE PRESIDENT’S REPORT

ACTION ITEMS

- Resolution

  Authorizing the President of the New York City Health and Hospitals Corporation (the “Corporation”) to execute Indefinite Quantity Construction Contracts (IQCCs) with two (2) firms: Vastech Contracting Corporation; and Rashel Construction Corporation, Inc.; (the Contractors”), to provide construction services on an as-needed basis at various facilities throughout the Corporation. Each individual contract shall be for a term of two (2) years, for an amount not to exceed $6,000,000. The total authorized value of these contracts is $12 Million.

  Vendex: Approved for Rashel Construction Corporation. Documents for Vastech Contracting Company have been submitted to Legal Affairs and are pending approval.

INFORMATION ITEMS

- Project Status Reports

  South Manhattan Health Network
  Bellevue Hospital Center: Elevator Controls Upgrade – C & D Buildings
  Metropolitan Hospital Center: Construction of Conference and Training Center

  Michael Rawlings

  Southern Brooklyn/Staten Island Health Network
  Coney Island Hospital Center: Add Dehumidification and cooling Capacity to the ORs
  (No significant delays, no reports will be provided)

  Dean Mihaltses/Hal Schnieder

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT
CAPITAL COMMITTEE MEETING MINUTES

February 19, 2015
MINUTES

Capital Committee

Meeting Date: February 19, 2015
Time: 2:30 P.M.
Location: Board Room

Board of Directors:
Members of the Capital Committee
Emily A. Youssouf, Chair
Josephine Bolus, RN
Mark Page
Ramanathan Raju, MD, President

HHC Staff:
Jeremy Berman – Deputy General Counsel, Office of Legal Affairs
Deborah Cates – Chief of Staff, Office of the Chairman
Louis Iglhaut – Senior Director, Office of Facilities Development
Christina Jenkins, MD – Senior Assistant Vice President, Medical and Professional Affairs
Patricia Lockhart – Secretary to the Corporation, Office of the Chairman
John Maese, MD – Chief Medical Officer, Coney Island Hospital
Antonio Martin – Executive Vice President
Angelo Mascia – Executive Director, Sea View Hospital Rehabilitation Center and Home
Milenko Milinic – Controller’s Office, Queens Health Network
Dean Moskos – Director, Office of Facilities Development
Kiho Park – Associate Executive Director, Queens Health Network
Christina Powell – Director, The Fund for HHC
Joe Schick – Executive Director, The Fund for HHC
Cyril Toussaint – Director, Office of Facilities Development
Leithland Tulloch – Senior Associate Director, Office of Facilities Development
Roslyn Weinstein – Senior Assistant Vice President, President’s Office
Dion Wilson – Director of Real Estate, Office of Legal Affairs
Elizabeth Youngbar – Assistant Director, Office of Facilities Development
Frank Zanghi – Audit Manager, Office of Internal Audits

Other Attendees:
Robert Ballard – Cushman & Wakefield
CALL TO ORDER

The meeting was called to order by Emily Youssouf, Chair of the Capital Committee, at 2:38 P.M.

On motion, the Committee voted to adopt the minutes of the January 15, 2015, Capital Committee meeting.

SENIOR ASSISTANT VICE PRESIDENT’S REPORT

Roslyn Weinstein, Senior Assistant Vice President, Office of the President, announced that the Economic Development Corporation (EDC) had been selected as Contract Manager for upcoming Federal Emergency Management Agency (FEMA) funded projects. She noted that EDC was known for liking Contract-at-Risk work, and with that in mind she looked forward to a robust, on time, on budget, FEMA program with the $1.72 billion that the Corporation had received. She said the first kick-off meeting had been held, with the Office of Resiliency, the Office of Management and Budget (OMB), the EDC, etc. She explained that City Hall was very interested that HHC did this correctly, but HHC was even more interested in doing it correctly. She said that the RFP for architectural services was being reviewed for the new Coney Island Critical Service Building, and a Value Engineering (VE) program had been scheduled with OMB for the end of March to ensure that the money was spent right, and the scope was right.

Ms. Youssouf said she was glad that EDC was being used again because they had previously done a good job for HHC.

Ms. Weinstein then advised that HHC had gotten preliminary approval for $110 million for Capital programs, and the Corporation would be finding out which projects were funded but it included EPIC and a number of tier one requests. She noted that the Corporation would be hearing more sometime in April when the executive budget was released.

She noted that the agenda included two license agreements for space Sea View Hospital Rehabilitation Center and Home, a lease agreement for office space for the the Centralized Services Organization (CSO) for the Delivery System Reform Incentive Payment (DSRIP) program at 199 Water and the space for a Ronald McDonald House family room at Kings County.

That concluded Ms. Weinstein’s report.

ACTION ITEMS

- Authorizing the President of the New York City Health and Hospitals Corporation (the “Corporation”) to execute a five year license agreement with the Staten Island Ballet Theater, Inc. (the “Licensee”) for its continued use and occupancy of 5,000 square feet of space in the Laboratory Building to house administrative functions, dance instruction and hold performances at the Sea View Hospital Rehabilitation Center and Home (the “Facility”) with the occupancy fee waived.

  Angelo Mascia, Executive Director, Sea View Hospital Rehabilitation Center and Home, read the resolution into the record.
Ramanathan Raju, MD, asked that Mr. Mascia outline the value of having the licensee on site at the facility. Mr. Mascia explained that the organization had been on site for 14 years and had made a number of Capital investments including; new roofs, heating updated, valve replacements, new interior radiators, and more, work that HHC would have had to preform had they been occupying the space themselves. Mr. Mascia noted that the group also enhanced cultural and educational services of the community, and performed once a month for the residents of Sea View and once a year provided tickets for their holiday show at the College of Staten Island.

Ms. Youssouf said that she believed it was a worthwhile partnership that was greatly appreciated by the residents.

There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board’s consideration.

- Authorizing the President of the New York City Health and Hospitals Corporation (“the Corporation”) to execute a five year revocable license agreement with the United States Department of Justice (the “Licensee”) for its continued use and occupancy of space to house communications equipment at the Sea View Hospital Rehabilitation Center and Home (the “Facility”) at an occupancy fee of approximately $9,203 per year to be escalated by 3% per year.

Angelo Mascia, Executive Director, Sea View Hospital Rehabilitation Center and Home, read the resolution into the record.

There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board’s consideration.

- Authorizing the President of the New York City Health and Hospitals Corporation (the “Corporation”) to execute a three and one-half year sub-sub lease agreement with the Healthcare Finance Group LLC (the “Sub-Tenant”) for approximately 16,880 square feet of space at 199 Water Street, Borough of Manhattan, to house Delivery System Reform Incentive Payment Program (“DSRIP”) staff at an initial rent of $460,000 per year or approximately $27.25 per square foot to increase at a rate of 2.5% per year with the Corporation responsible for the payment of sub-metered electricity for a total commitment over the lease term exclusive of electricity of not more than $1,173,144.

Christina Jenkins, MD, Senior Assistant Vice President, Medical and Professional Affairs, read the resolution into the record.

Dr. Jenkins explained that in December of 2014 the Board of Directors had granted permission to establish the Centralized Services Organization (CSO), essentially the not-for-profit equivalent of a wholly owned subsidiary. The CSO worked in service to the PPS which was comprised of HHC and its partners, to
ensure that it performs as it should. She said that there was a large body of work and a team of people that needed to be in place, and interacting regularly to design and implement 11 projects. There were notable work-streams that cross the City; workforce strategy, health literacy, Information Technology (IT) connectivity strategy, etc., for which there was currently a team of four, that would grow in numbers. She advised that there was no room to house the group in current office space so 199 Water Street was identified and provided proximity to Corporate Offices at 160 Water Street and 55 Water Street.

Mr. Page asked who the Healthcare Finance Group was. Dr. Jenkins said they were the subtenant. Mr. Page asked if they were a for profit organization. Dr. Jenkins said she believed so.

Mrs. Bolus asked when the grant money would be coming in and whether it would be in time to pay the first months’ rent. Dr. Jenkins said the timeline was still a little fuzzy but they should know the award amount in mid-March, and funds should begin to flow no later than June. She said the lease would be available to sing in March, although the Corporation may sign at a slightly little later. Mrs. Bolus asked if rent money would be needed prior to grant funding coming in. Dr. Jenkins said approximately one month rent, maximum.

Ms. Youssouf asked if the space would be needed should no grant money come through. Dr. Jenkins said she was sure that money would be awarded.

Ms. Youssouf asked if the space would be available for our partner organizations to utilize. Dr. Jenkins said there would be some room available and conference rooms would be shared for workgroups.

Mr. Page asked for an explanation of that statement. Ms. Youssouf explained that the Performing Provider System (PPS) was comprised of a number of organizations that work in partnership and HHC was the leading organization and therefore needed space not just for ourselves but where the PPS could come together. Mr. Page asked if the partner groups had their own funding. Dr. Raju explained that all money would flow through HHC. The rent to support CSO operations would come out of DSRIP payments. Mr. Berman added that in all agreements made with the partners, before they can touch any of the money, expenses such as rent, would be paid. Mr. Page asked who would be keeping track of the money, not excluding, whether a fellow not for profit is utilizing the space, in which case he felt that meant the funds were funding the other organizations and not HHC. Ms. Youssouf reiterated that HHC was the lead organization, leading the charge and the first stop in the money flow.

Dr. Jenkins said she expected an unprecedented level of scrutiny and oversight. She explained that the space was comparable with other HHC Corporate Offices. Mr. Page said he wasn’t questioning the need for the space or the appropriateness of the space but he was bothered somewhat by the first item on the agenda. He said that he felt that if the Corporation were authorizing a monetary contribution to a not-for-profit ballet in Staten Island then it would be questionable, whereas making space available without cost has become a pattern. He said he understood that in this case it would be HHC space that would be shared with our partner organizations as needed, and not HHC setting up office space for our partner organizations. Dr. Jenkins said yes, this is our office space, we are not setting up space for other people, but it will likely be shared at times.

Dr. Raju explained that the CSO was contracted to provide money to the various groups and administrative costs were included. He said HHC was acting as leader, or in some way as the Board. Dr. Jenkins reiterated that the PPS was a collection of partners.
There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board’s consideration.

- **Authorizing the President of the New York City Health and Hospitals Corporation (the “Corporation”) to execute a five-year revocable license agreement with Ronald McDonald House of New York, Inc. (the “Licensee”) for its use and occupancy of approximately 1,100 square feet of space on the fifth floor of the D Building at Kings County Hospital Center (“KCHC”) for the construction and operation of a Ronald McDonald Family Room for use by families of pediatric patients, with the occupancy fee waived and with the President having the authority to extend the license to include space at other facilities of the Corporation on a similar basis provided such extensions are reported to the Board.

Joe Schick, Executive Director, The Fund for HHC read the resolution into the record. Mr. Schick was joined by Christina Powell, Director, The Fund for HHC.

Ms. Youssouf asked for an outline of the arrangement and expressed excitement. Mr. Schick said this was the first public hospital to receive a Ronald McDonald House Family Room, although there were two others in the State, one in Albany and one at Stoney Brook, and one projected to open in the next year or so at New York University (NYU) Hospital. In every case, and there are hundreds within the United Stated and abroad, the organization works with the facility to design and build according to HHC codes and standards and make the space available to families of children in our facilities. He explained that the room would be staffed by volunteers and everything would be done in coordination and collaboration with the facilities. He said HHCs only obligation would be the day to day maintenance that would be handled regardless of the organizations occupancy.

Ms. Youssouf asked if construction would be at the organizations expense. Mr. Schick said yes. Dr. Raju asked what they provide. Mr. Schick said it was intended to be a space for rest and respite, a home away from home for the families of children undergoing treatment. He explained that while child received treatment the family would have a place to go where there would be a shower, couches, televisions, and refreshments.

Mr. Page asked if Mr. Schick knew how the relationship between NYU and Ronald McDonald House was drafted. Mr. Schick said he did know that NYU was not being provided payment for the space and they were also waiving any occupancy fees.

Mr. Page asked about the services that HHC would be providing; heat, housekeeping, etc. Mr. Schick explained that those services are ones that would be provided to the space regardless of the occupancy of Ronald McDonald House. They were regular daily maintenance tasks that are performed at present.

Mr. Page asked if Ronald McDonald House operated any sites in New York City, outside of hospital settings. Mr. Schick said yes, there was a central facility on East 73rd Street that houses families that come from outside of the City with children receiving treatment within the City, primarily suffering from Cancer. The site had 84 rooms that were nearly always at full capacity.
Dr. Raju noted that the smaller sites were a new idea in New York for Ronald McDonald House. Mr. Schick said yes, new in New York, but there were 176 worldwide.

Mr. Schick said he looked forward to the addition of family rooms at other facilities over the course of the agreement. Ms. Youssouf said it sounded like a terrific idea and the clientele that HHC serves would most definitely benefit from them.

Mr. Page asked if they were obligated to continue to run the room for the course of the five year license. Mr. Berman advised that any license agreement could be terminated on prior notice so it was possible that they could terminate the agreement, however, the enhancement to the space would be HHCs so a termination of their role would be in supplying the volunteers and refreshments, but the enhanced space would be a benefit to the facility.

Mr. Schick added that the building of this family room represented a relationship that went back nearly three (3) years between the facility and the Ronald McDonald House, as they have put on events, and worked with pediatric leaders and local administration.

Mrs. Bolus asked about security at the site. Mr. Schick said the nurse’s station would be the control. That is where access would be granted.

Mrs. Bolus noted that HHC had a program that issued Metro Cards to those in need and she recommended that it be researched. She expected that those utilizing the room may also benefit from the Metro Card allowing them to travel to and from the facility. She also requested that local hotel/motels and their rates be available. Mr. Schick said he would look into that.

Mrs. Bolus advised that the Johnson & Johnson Corporation had a similar program, she believed was operating in New Jersey, and recommended that Mr. Schick take a look at that space. Mr. Schick said he would do that.

Dr. Raju thanked Ronald McDonald house for the opportunity. Ms. Youssouf expressed excitement and Mrs. Bolus agreed, noting that the group is welcome to look for space at other HHC facilities.

There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board’s consideration.

INFORMATION ITEMS

- **Project Status Reports**

  Being that there were no projects in delay by six (6) months or more there were no delay reports provided.

  There being no further business, the meeting was adjourned at 3:08 P.M.
IDEF INITE QUANTITY CONSTRUCTION CONTRACTS

RASCHEL CONSTRUCTION CORPORATION
VASTECH CONSTRUCTION

CORPORATE WIDE
RESOLUTION

Authorizing the President of the New York City Health and Hospitals Corporation (the “Corporation”) to execute Indefinite Quantity Construction Contracts (IQCCs) with two (2) firms: Vastech Contracting Corporation; and Rashel Construction Corporation, Inc.; (the Contractors”), to provide construction services on an as-needed basis at various facilities throughout the Corporation. Each individual contract shall be for a term of two (2) years, for an amount not to exceed $6,000,000. The total authorized value of these contracts is $12 Million.

WHEREAS, the facilities of the Corporation may require professional construction services, such as, General Contracting (GC) services; and

WHEREAS, the Corporation has determined that such needs can best be met by utilizing outside firms, on an as-needed basis, through a requirements contracts; and

WHEREAS, the Corporation’s Operating Procedure No. 100-5 requires approval by the Board of Directors contracts of $3,000,000 and above; and

WHEREAS, the Corporation published a request for bids for professional GC services, bids received were publicly opened on December 16, 2014 and December 18, 2014 the Corporation determined that the Contractors are the lowest responsible bidders for these contracts; and

WHEREAS, the Contractors have met all, legal, business and technical requirements and are qualified to perform the services as required in the contract documents.

NOW, THEREFORE, be it

RESOLVED, the President of the New York City Health and Hospitals Corporation be and hereby is authorized to execute Indefinite Quantity Construction Contracts (IQCCs) with two firms; Vastech Contracting Corporation; and Rashel Construction Corporation, to provide construction services on an as-needed basis at various facilities throughout the Corporation. Each individual contract shall be for a term of two (2) years, for an amount not to exceed $6,000,000. The total authorized to be spent under these contracts is $12 Million.
EXECUTIVE SUMMARY

CONSTRUCTION SERVICES

INDEFINITE QUANTITY CONSTRUCTION CONTRACTS (IQCC)

GENERAL CONTRACTING (GC) – VASTECH CONTRACTING CORPORATION AND RASHEL CONSTRUCTION CORPORATION

OVERVIEW:
The Corporation seeks to execute two (2) Indefinite Quantity Construction Contracts for a term of two years each, for individual amounts not-to-exceed $6,000,000, to provide professional construction services on an as-needed basis at any HHC facility. The total authorized to be spent under these contracts is $12 Million.

The method of requirements contract proposed starts with fixed prices for thousands of materials utilized in a typical construction project. The prices are derived from widely published construction reference works to which HHC subscribes that are updated at frequent intervals. The contractors awarded requirements contracts under the proposed resolution are later invited to submit proposals for particular projects. The requirements contractors submit proposals based upon acceptance of the fixed material prices and a multiplier based on such material costs to determine their labor cost proposals. For example, if a material to be installed is priced at $10.00, and the contractor’s labor multiplier to install that material is 1.0, the cost of that material and labor is $10.00, inclusive of overhead and profit. If the multiplier is 1.2, then the cost of that material and labor is $12.00, inclusive of overhead and profit.

This format has been used in previous HHC requirements contracts, and continues to be used by the New York City School Construction Authority, the Dormitory Authority of the State of New York State, the New York City Department of Design and Construction, the New York City Department of Environmental Protection, the United States Postal Services and others. The program was developed by the Department of Defense and has been in existence for more than twenty years.

NEED:
The various facilities of the Corporation are likely to require GC services that vary in frequency, size and urgency, which cannot be timely and cost effectively completed through a dedicated design, bid and award process.

TERMS:
The construction services will be provided via a work order system within a two (2) year period, each for an amount not to exceed $6,000,000.

COSTS:
Not-to-exceed $6,000,000 over two years, for each of the two (2) contracts for a total of $12 Million.

FINANCING:
Requirements contracts provide a pre-qualified approved mechanism for Networks to access construction services. Networks establish funding sources such as capital funds from bond proceeds, grants or expense (Other Than Personnel Services - OTPS) funds.

SCHEDULE:
Upon contract execution these contracts shall be in effect for two years or until funds are exhausted.
CONTRACT FACT SHEET

INDEFINITE QUANTITY CONSTRUCTION CONTRACTS (IQCC)

GENERAL CONTRACTING (GC)

RASHEL CONSTRUCTION CORPORATION

CONTRACT SCOPE: General Contracting Services

CONTRACT DURATION: Two (2) years

CONTRACT AMOUNT: $6,000,000

ADVERTISING PERIOD: Advertised in City Record 11/25/14 - 12/16/14.

BIDS RECEIVED: 12 bid proposals received for consideration. Rashel Construction Corporation was recommended as lowest responsive bidder.


VENDEX: Approved.

EEO: Approved.
CONTRACT FACT SHEET

INDEFINITE QUANTITY CONSTRUCTION CONTRACTS (IQCC)

GENERAL CONTRACTING (GC)

VASTECH CONTRACTING CORPORATION

**CONTRACT SCOPE:** General Contracting Services

**CONTRACT DURATION:** Two (2) years

**CONTRACT AMOUNT:** $6,000,000

**ADVERTISING PERIOD:** Advertised in City Record 11/25/15 – 12/18/14.

**BIDS RECEIVED:** 10 bid proposals received for consideration. Vastech was recommended as lowest responsive bidder.

**HHC EXPERIENCE:** Requirements Contracts: Various Facilities. Completed in 2009 and 2012.

**VENDEX:** Pending. Documents have been submitted to the Office of Legal Affairs.

**EEO:** Approved.
MEMORANDUM

To: Clifton McLaughlin  
   Office of Facilities Development

From: Karen Rosen  
      Assistant Director

Date: March 12, 2015

Subject: VENDEX Approval

For your information, on March 12, 2015 VENDEX approval was granted by the Office of Legal Affairs for the following company:

Rashel Construction Corp.

cc: Norman M. Dion, Esq.
O: Clifton S. Mc Laughlin
Sr. Management Consultant
Central Office – Office of Facilities Development

FROM: Manasses C. Williams

DATE: April 1, 2015

SUBJECT: EEO CONTRACT COMPLIANCE REVIEW AND EVALUATION

The proposed contractor/consultant, Vastech Contracting Corp., has submitted to the Affirmative Action Office a completed Contract Compliance Questionnaire and the appropriate EEO documents.
This company is a:

Project Location(s): HHC City-Wide

Contract Number: IQCC-GC-3

Project: Provide Indefinite Quantity Construction Services

Submitted by: Office of Facilities Development

EEO STATUS:

1. [x] Approved

2. [ ] Conditionally approved with follow-up review and monitoring-No EEO Committee Review

3. [ ] Not approved

4. [ ] Conditionally approved subject to EEO Committee Review

COMMENTS:

c:
TO: Clifton S. Mc Laughlin  
Sr. Management Consultant  
Central Office – Office of Facilities Development  

FROM: Manasses C. Williams

DATE: April 1, 2015

SUBJECT: EEO CONTRACT COMPLIANCE REVIEW AND EVALUATION

The proposed contractor/consultant, Rashel Construction Corp., has submitted to the Affirmative Action Office a completed Contract Compliance Questionnaire and the appropriate EEO documents.
This company is a:

Project Location(s): HHC City-Wide

Contract Number: IQCC_GC1

Project: Provide Indefinite Quantity Construction Services

Submitted by: Office of Facilities Development

EEO STATUS:
1. [x] Approved
2. [ ] Conditionally approved with follow-up review and monitoring-No EEO Committee Review
3. [ ] Not approved
4. [ ] Conditionally approved subject to EEO Committee Review

COMMENTS:
c:
PROJECT STATUS REPORTS

South Manhattan Health Network

Southern Brooklyn/Statenn Island Health Network
### Network: SOUTH MANHATTAN HEALTHCARE NETWORK

**Facility: BELLEVUE HOSPITAL CENTER**

<table>
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<tr>
<th>Project Number</th>
<th>PROJECT TITLE</th>
<th>Project Budget ($000s)</th>
<th>Paid to Date ($ 000s)</th>
<th>% Paid to Date</th>
<th>Construction Start</th>
<th>Projected Completion</th>
<th>Forecast/Actual Completion</th>
<th>Delay (if any)</th>
<th>Comments</th>
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<td>11201101</td>
<td>Elevator Controls Upgrade C&amp;D Bldg.</td>
<td>1,327</td>
<td>394</td>
<td>30.00%</td>
<td>Apr-14</td>
<td>Dec-14</td>
<td>Mar-15</td>
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Schindler currently finishing up the last remaining elevator in the D-Building. Inspection date of final elevator requested to DOB for April 10th. No confirmation by DOB yet. Expect the elevator to be turned over to Facilities in mid-April. Contractor still has some minor work to complete afterwards including, Stainless Steel cladding for all Ground Floor landings, and new saddles for the C elevators ground floor. Expect all work to be completed and project close out by end of May.

### Facility: METROPOLITAN HOSPITAL CENTER

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<tr>
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<th>% Paid to Date</th>
<th>Construction Start</th>
<th>Projected Completion</th>
<th>Forecast/Actual Completion</th>
<th>Delay (if any)</th>
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<td>SAND3701</td>
<td>Construction of Conference and Training Center</td>
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<td>917</td>
<td>26.00%</td>
<td>Aug-14</td>
<td>Dec-14</td>
<td>Dec-14</td>
<td>3</td>
<td>Project is substantially complete and will be removed from the reporting cycle.</td>
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Network: SOUTHERN BROOKLYN / STATEN ISLAND HEALTH NETWORK

Facility: CONEY ISLAND HOSPITAL

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<th>Delay (if any)</th>
<th>Comments</th>
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<td>26201402</td>
<td>Add Dehumidification and cooling capacity to the ORs</td>
<td>846</td>
<td>391</td>
<td>46.00%</td>
<td>Aug-14</td>
<td>Dec-14</td>
<td>Dec-14</td>
<td>0</td>
<td>Project is substantially complete and will be removed after this reporting cycle.</td>
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Facility: SEA VIEW HOSPITAL REHABILITATION CENTER & HOME